



APPLICATION PACK FOR POSITION OF FIXED TERM TEACHER RIVERDALE SCHOOL

Tena koe

Thank you for expressing an interest in the advertised **Fixed Term** Teacher position. This position will commence in January 2023.

**Applications close at 12 noon on Friday, 25 November 2022.
No late applications will be considered.**

Please complete the Application form to enable us to decide if you would fit well into our team and be the “best person for the job”.

The time frame for the application process for the position is outlined below.

10 Nov	Position advertised online
25 Nov	Applications close at 12 noon

Offer of appointment made following the successful interview.

For general information about our school, please take the time to view our website. If you require any further information, do not hesitate to make contact with me.

When emailing your application, please ensure you include a covering letter stating your strengths, completed application forms and a current Curriculum Vitae.

Applications are due by 12.00 noon on Friday, 25 November, 2022

Please email to:

office@riverdale.school.nz

Ngā Mihi

Debra Peck
Tumuaki

RIVERDALE SCHOOL

Empowering successful inquiring learners

Riverdale School is a modern school set in attractively developed grounds.

- has experienced, professional, enthusiastic teachers and support staff.
- is well resourced with a variety of sports, ICT and playground equipment.
- is big enough to provide a range of resources and facilities, but small enough to care for individual needs.
- has 6 collaborative teaching teams, in flexible learning spaces, an indoor sports space/hall, multi-purpose track, turf and our own pool.

Riverdale School was opened in 1965. We draw our pupils from the area east of Awapuni School and south of West End School's area. We are very proud of our school, and the achievements of our learners. Parents, whanau and our community are an integral part of our school. At Riverdale School we believe that informed parents have an important part to play in the education of their children. We are committed to school being an enjoyable experience, and value a broad range of learning experiences which focuses on the development of the whole child.

For further information regarding the school visit our website <http://www.riverdale.school.nz>

The school currently has a working staff of 38 (20 teaching staff). The school is organised into 6 collaborative teams. These are flexible learning spaces that have 2/3 teachers working collaboratively. Our school naturally integrates digital learning as part of our core business. We are very well resourced with a wide range of digital devices including BYO devices for Year 4-6.

The school was reviewed by the Education Review Office in 2018. This resulted in a third 5 year review cycle, of which we are very proud.

In summary, it's all about ... Pike ake te tihi – “Strive for Excellence”.

EMPLOYMENT APPLICATION FORM

For all positions closing

Friday 25 November 2022

12.00 noon

Fixed Term Teacher

Personal Information

Name:		
Address:		
Date of Birth:		
Preferred form of address (optional)	Mr	Mrs Ms Miss Dr
Home Phone:		
Work Phone:		
Cell Phone:		
Email		
Teacher Registration Number:		
Expiry Date:		

Teaching Qualifications

	Institution	Year Awarded
Trained Teacher's Certificate		
Diploma of Teaching		
Other Academic Qualifications		

Current Employment

Position Held:	
Year Appointed:	
School:	
Grade:	
Location:	
<p>For the purposes of compliance with the Privacy Act 1993, do you consent to The Board of Trustees, Riverdale School, to contact your present employer and/or nominated referees in order to obtain a more complete picture of your professional abilities?</p> <p>YES NO</p>	

Experience and Employment

Position Held	From	To	School	Location

Health

Do you have any known condition that may affect your ability to efficiently carry out the functions and responsibilities of the position applied for?	Yes No
If Yes, please specify:	

Convictions against the Law

Have you ever been convicted of any criminal offence (other than a minor traffic offence)?	Yes	No
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If, Yes, please give details below and note that you may be asked to provide a copy of the relevant court records.

Are you currently awaiting the hearing of any charges?	Yes	No
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Please Note:
The Board reserves the right to contact authorities to verify any claim made.
Convictions that fall under the Clean Slate Act do not have to be disclosed.

Referees

Please provide names of three people who could act as professional referees for you. In order to get a good cross section of referees it is suggested you consider a referee in a leadership position and a referee who you lead within your current school and a referee outside of school who you are involved with on a professional level.

	1	2	3
Name			
Position			
Address			
Contact Details Home Phone Work Phone Mobile Email			
Professional or Personal Referee?			

I consent to the school seeking verbal or written information on a confidential basis about me from representatives of my previous employers and/or referees and authorise the information sought to be released to the school for the purposes of ascertaining my suitability for the position for which I am applying.

I understand that the information received by the school is supplied in confidence as evaluative material and will not be disclosed to me.

Signature: _____ Date: _____

Declaration

I(full name) declare that to the best of my knowledge the information provided in this application and in my curriculum vitae enclosed, is accurate and I understand that if any false or misleading information is given, or any material fact suppressed, I will not be employed, or if I am employed, my employment will be terminated. I also understand that any false information given in relation to my Medical history with regards to gradual process, disease or infection, can result in my loss of entitlement for any compensation from ACC.

Applicant's Signature:

Date: